

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

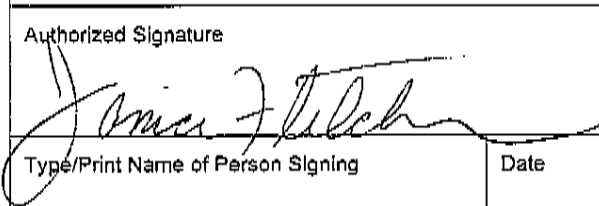
Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name		County	
City of Upland		San Bernardino	
Authorized Signature 		Title	
		Senior Management Analyst	
Type/Print Name of Person Signing	Date	Phone	
Janice Fletcher	3/01/2005	(909) 931-4242	
Person Completing This Form (please print or type)		Title	
Janice Fletcher		Senior Management Analyst	
Phone	E-mail Address		Fax
(909)931-4242	jfletcher@ci.upland.ca.us		(909)931-4274
Mailing Address	City	State	ZIP Code
PO Box 460	Upland	CA	91785

Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2003,2004,2005

Is this a second request? ☐ No ☒ Yes Specific years requested 2003,2004,2005

(**Note:** Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (*Not allowed for Regional Agencies*).**

Specific ADR requested %, for the years .

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested %, for the years

(**Note:** Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

The City of Upland requires this time extension because programming success was seen primarily in one sector and it is now apparent that more extensive programming is necessary in the other sector. Our recycling programming was 100% effective in the residential sector, reaching a diversion rate of 51%. The program was not designed to be compulsory in the commercial or multi-family sectors, thus these sectors pulled down the overall diversion rate. More time is necessary to implement a new program in one of these other two sectors.

The problem was not with the SRRE selected programs implemented within the first time extension, but with an aggressive* enough program selection. Programs to effect compulsory recycling in one of these other two sectors should also have been created. According to our waste hauler's reports, the real barrier to achieving 50% diversion has been the lack of more extensive recycling programming in those areas.

One of these barrier areas will be overcome in the second extended period. This is through implementation of commingled recycling and improved bulky-item clean up in the multi-family sector via the pilot program discussed in section two.

The other barrier area is the commercial sector, and the barrier is twofold. Commercial recycling is optional; businesses have the option of getting a recycling bin at a lower rate. Many utilize this service, but a barrier is that it cannot be made mandatory because many do not have room for an additional bin for recycling. Two things are already being done to resolve that barrier. One is select load MRFing. Burrtec selects businesses likely to dispose of recyclables, and takes those loads to the MRF for processing on the line with the recyclables loads.

The other solution to this barrier is being executed by the business owners. Many of those that have no extra bin space already recycle via leaving their cardboard boxes out for scavengers. Many others bale their cardboard and send it to independent recyclers. Thus they effectively recycle, yet, the City cannot effectively account for such. Thus, this presents an additional barrier, expounded upon below.

*More detail about how the SRRE commercial program was conducted more aggressively during the period of the requested time extension:

To increase the likelihood that businesses opt for recycling, for several months this year we conducted weekly waste audits of targeted businesses, and advised the owners of recycling services. Most were already recycling, and those who were not had no room for an additional bin.

For those who were baling cardboard and shipping it away either to an independent recycler or their own corporate office, we requested reporting of those figures. Most opted to report year-end figures, so there is no report compiled yet that would give a comprehensive picture of their diversion efforts. However, it is actually not available because these figures cannot be counted as diversion due to the fact that the state counts disposal, not diversion.

Most of the businesses that have no room for a recycling bin leave cardboard boxes beside their refuse bins for scavenger retrieval. This means that although Burrtec does not collect and count it as diversion, it is not counted as disposal. Thus, in either case, recycling is being conducted at most businesses; it just cannot be accounted for. Therefore, commercial recycling has been and will continue to be a barrier to the achievement of the diversion goal, given the way diversion is measured.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

The amount of time requested is necessary because new program planning, implementation and evaluation take time. Currently, the City has embarked upon the planning of a pilot program for multi-family recycling. We have selected a number of apartment and condominium complexes that meet the criteria of space availability for a recycling bin, onsite apartment managers and overall good management practices, tenant stability and low risk of contamination from adjacent buildings. The process of meeting with these managers and condo associations to get buy-in will be time consuming, as well as the ensuing process of educating the tenancy. Recycling containers for the home will be disseminated, and recycling bin pick-up frequency needs will be evaluated. The contamination rate will be evaluated, and the program will be reinforced through continuing education and rewards. The diversion rate will be watched for increase. As success is observed, more complexes will be added to the program.

For those complexes where an extra bin is not practical, space for recycling barrels has been identified. If space prohibits such, blue bags will be given to the tenants to place recyclables in, for their refuse bins. Those bags will be extracted and sorted at the MRF. Multi-family bulky-item clean-up will be improved at those complexes participating in multi-family recycling, further increasing diversion.

The pilot program is intended to identify the success factors of such a program, with limited funding. It will operate within the budget of DOC funding, but after success of the pilot it must be expanded, and other funding acquired. Our franchise agreement calls for specific performance outcomes by the hauler relative to both residential and commercial recycling. In the absence of such outcomes our waste hauler is contractually committed to add/modify programs if the required 50% diversion is not met. Program modification and its funding will have to be negotiated with our hauler.

Thus the City of Upland makes its request for another time extension to allow time for these negotiations and the time to implement such changes.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

The programs already described in the first time extension request are ongoing. A concerted effort will be placed on continuing commercial audits to encompass all businesses, to address the placement of recycle bins. Select routing will continue.

The multi-family pilot program was initiated February 1, 2005, with a projected three month period before all complexes have come onboard. The 6-month pilot will therefore not be in full effect until the end of June, with the pilot wrap-up falling at the end of the year. Weekly feedback will be given to tenants, and monthly tonnage assessment will take place.

Commercial recycling will take place with approximately 100 businesses downtown, via a double bin enclosure project (5 new double bin enclosures to be built/architect has submitted plans) implemented by 6/2005. Enclosures will have a recycle bin paired with a refuse bin. This project is a direct response to the challenge cited above, regarding some businesses not having room for multiple bins. These enclosures will be built in City public parking lots.

4. Provide any additional relevant information that supports the request.

All relevant information addressed in sections one and two.

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need and Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		51%	Non-residential %		49%
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Multi-family recycling pilot	New	Recycling bins at select apartment and condo complexes, totalling 144 units. Education via literature distributed by manager, who has direct interest in success of program due to decreased disposal costs. Incentives (gift cards) given to tenants during this 6-month pilot.	DOC grant	12/2005	1%
Construction and Demolition	Expand	Source separated boxes at construction sites. Penalty fees assessed for those that don't meet diversion. Select routing by hauler. Education and enforcement at project permit stage: requirement of proof of procurement of C/D boxes. Monitoring at site during site inspections by building officials.	Franchise agreement	12/2005	1%
Commercial On Site Pickup	Expand	Recycling bins available at significant savings. Select routing by hauler determined by criteria of businesses with dry waste, predominantly paper. Many businesses that fit the criteria have no space for a designated recycle bin, thus select routing is employed.	Franchise agreement	12/2005	1%
Commercial On Site Pickup	New	5 new double trash enclosures built in downtown public parking lots for shared business trash disposal. Double enclosures will have recycle and refuse bins, directly promoting recycling to approximately 100 businesses.	Redevelopment Dept.	6/2005	2%
Special Collection/White Goods	Expand	Services provided as part of monthly service fee. Each residential customer receives four bulky item collections per year at no additional cost. Expansion from once a year special event to on call service. Special collection events for commercial and multi-family customers.	Franchise agreement	12/2005	1%
Total Estimated Diversion Percent From New and/or Expanded Programs					6%
Current Diversion Rate Percent From Latest Annual Report					44%
Total Planned Diversion Percent Estimated					50%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES			
PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
Public Education	Expand	Focused outreach on increased recycling practices via quarterly newsletters, updated Web site with comprehensive recycling info, updated comprehensive recycling hotline (909/931-4343), billing inserts, newspaper ads and articles, and interactive educational booths with promotional items at 4-6 annual community events.	on-going
Business Waste Reduction Program	Expand	Waste audits provided to businesses at no additional cost. Recycling bins available at significant savings to promote diversion. Select routing program established when business don't elect to use recycle bin (if waste is dry and predominantly paper). Many businesses that fit the criteria have no space for a designated recycle bin, thus select routing is employed . Double bin enclosures built in downtown public parking lots where ~ 100 businesses share bins. Automatically promotes recycling due to each enclosure having a recycle bin paired with refuse bin.	on-going 6/2005
Procurement	Expand	City's procurement policy revised to encourage the purchase of products containing recycled content and the employment of waste prevention practices, adopted April 2001.	on-going.
C & D Ordinance	Expand	Calls for C & D waste diversion of at least 50%. C/D increase through educating builders at building permit phase, inforcement of procurement of C/D boxes, and monitoring by building officials.	on-going
Multi-family recycling pilot	New	Recycling bins at select apartment and condo complexes, totalling 144 units. Education via literature distributed by complex manager, with whom we've established a desire to make the program work, due to decreased waste hauling fees. Incentives (gift cards) given to tenants during this 6-month pilot.	12/2005

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.

Attach additional sheets if necessary..

Residential %			Non-residential %		
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			
PROGRAMS SUPPORTING DIVERSION ACTIVITIES					
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED		

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.